

**CLEMSON UNIVERSITY STAFF SENATE**  
**November 13, 2018, 11:00 AM, Burton Gallery – Littlejohn Colliseum**

A g e n d a

1. Approval of October 9<sup>th</sup> Minutes
2. Open Commentary
3. President's Reports
  - A. Other:
    1. Human Resources
4. Treasurer's Report, Savannah Bock. FY19 remaining budget as of October 28<sup>th</sup> (a) Vending: \$8,259.57; (b) Staff Senate operating: \$3,267.26; (c) Staff Senate travel: <\$996.16>; (d) SDP: Budget not populated, current balance <\$4,483.10>; (e) Fund 12 PSA/Extension Outreach pending processing.
5. Committee Reports
  - A. Standing Committees – Update on Goals
    1. Activities, Roberta Balliet & Kayla Cleveland.
    2. Communications, Jan Lay.
    3. Membership, Meg Newton & Tom Warnock.
      - a. Happy Birthday to all of our November Staff Senators – Kim Arp, Melinda Fischer, JoAnna Floyd, Kerri Kwist, Jan Lay, Beth Perry, Janine Sutter, and Janay Whitesel!
    4. Policy & Welfare, JoAnna Floyd & Sue Whorton.
    5. Scholarship, Beth Perry.
      - a. 2019 Spring Soirée - March 29 @ CU Cattle Complex (Save-the-Date)
  - B. University Committees
    1. Staff Development Program, Dan Hofmann and Janeen Putman. Members of the SDP Steering Committee are working with OHR to make program improvements and to align the with the newly approved compensation guidelines.
    2. Parking Review Board – On Nov. 1, 2018 two (2) appeal cases were heard with a panel of 5 Board Members. One case was dismissed and the other case resulted in a reduced fine. No other cases have been scheduled since this meeting.
6. Unfinished Business
7. New Business
8. Announcements
9. Adjournment

**Next Meeting:** Tuesday, December 11, 2018, 10:30 a.m., Madren Conference Center

**CLEMSON UNIVERSITY STAFF SENATE**  
**November 13, 2018, 11:00 AM, Burton Gallery – Littlejohn Colliseum**

Minutes

Members Present: Kim Arp, Roberta Balliet, Savannah Bock, Ashley Burns, Laura Clay, Kayla Cleveland, Glenda Cotton, Leigh Dodson, Donna Duncan, Melinda Fischer, Dan Hofmann, Jeff Holliday, Dionne Holt, Kerri Kwist, Sarah-Jo Lawrence, Jan Lay, Meg Newton, Janeen Putman, Lavonne Sloop, Janine Sutter, Rebecca Trutwin, Mallory Warrick, Janay Whitesel, Sue Whorton, and Holly Williams

Members Absent: Mac Bevill, Leslie Doss, Christal Douglas, JoAnna Floyd, Rebecca Godley, Celeste Hackett, Barrett Kendjoria, Dan Lewis, Aubrey Miller, Josh Morgan, Tim Nix, Beth Berry, Cody Price, Bindu Rangaraju, C.J. Smith, Tonyia Stewart, and Tom Warnock

Guests: Laurie Haughey

1. Approval of October 9<sup>th</sup> Minutes: Roberta Balliet moved to approve the Minutes from the Oct. 9, 2018 meeting as written. Meg Newton seconded the motion and the vote was unanimous. The Minutes were approved.
2. Open Commentary: None
3. President's Reports
  - A. Other:
    1. Human Resources
4. Treasurer's Report, Savannah Bock. FY19 remaining budget as of October 28<sup>th</sup> (a) Vending: \$8,259.57; (b) Staff Senate operating: \$3,267.26; (c) Staff Senate travel: <\$996.16>; (d) SDP: Budget not populated, current balance <\$4,483.10>; (e) Fund 12 PSA/Extension Outreach pending processing.
5. Committee Reports
  - A. Standing Committees – Update on Goals
    1. Activities, Roberta Balliet & Kayla Cleveland. The Veterans Appreciation Brunch was held just prior to the start of this meeting. The venue was moved indoors to this location (Burton Gallery) due to temperature & inclement weather. However, the event was still a great success, with a great turnout and even better words shared by our amazing guest speakers.
    2. Communications, Jan Lay. Communications members Sarah-Jo and Holly will facilitate a social media content meeting about once a month between either Alex/Karon in order to shortly meet at the end of the workday to discuss content that has, can, and should be posted to the Staff Senate social media accounts. Any further information or developments stemming from this will be reported as needed. However, for now everyone should go follow the CU Staff Senate social accounts (Facebook, Twitter, Flickr, etc!)
    3. Membership, Meg Newton & Tom Warnock.
      - a. Happy Birthday to all of our November Staff Senators – Kim Arp, Melinda Fischer, JoAnna Floyd, Kerri Kwist, Jan Lay, Beth Perry, Janine Sutter, and Janay Whitesel!
    4. Policy & Welfare, JoAnna Floyd & Sue Whorton. Planning and efforts for a Staff Graduate Recognition event on an annual basis are nearing completion, as OHR & ELT have agreed to support the event each year. According to presenters for the graduation ceremony as-is, comments aimed toward both faculty and staff (grouped together) are spoken in order to bring attention to any employees who have earned a degree. However, a large basis for this effort is centered around

gaining individual, specified attention for the staff graduates specifically, so further information will be provided; however, we are on the right track!

5. Scholarship, Beth Perry.

- a. 2019 Spring Soirée - March 29 @ CU Cattle Complex (Save-the-Date)

B. University Committees

- 1. Staff Development Program, Dan Hofmann and Janeen Putman. Members of the SDP Steering Committee are working with OHR to make program improvements and to align the with the newly approved compensation guidelines.
- 2. Parking Review Board – On Nov. 1, 2018 two (2) appeal cases were heard with a panel of 5 Board Members. One case was dismissed and the other case resulted in a reduced fine. No other cases have been scheduled since this meeting.

6. Unfinished Business: None

7. New Business: None

8. Announcements: None

9. Adjournment: There being no further business to discuss, the meeting adjourned.

**Next Meeting:** Tuesday, December 11, 2018, 10:30 a.m., Madren Conference Center